

Civil Service Commission Minutes

Cincinnati, Ohio

April 14, 2011

The Civil Service Commission met in regular session in Room 307, Council Chambers, on Thursday, April 14, 2011. Commissioners in attendance were Mr. James Robinson, Chairman, Ms. Deborah Gaines, and Mr. Robert Braddock. Commission staff present included, Ms. Arnell Jackson, Assistant Civil Service Secretary and Ms. Ornita Brown, Recording Secretary.

Since minutes from the March 24, 2011 meeting had been circulated among the members, a motion to dispense with a reading of the minutes was passed and the minutes were approved as written.

ELIGIBLE LIST

Truck Driver (CDL) – promotional

Water Works Maintenance Worker (Article XX) – promotional

SPECIAL EXAMINER

- Ebony Lothery for the Clerk 3/Clerk Typist 3 practical exam
- Capt Kim Frey for the Law Enforcement Instructor exam
- Sgt Randy Rengering for the Law Enforcement Instructor exam

LAYOFF RECALL LIST

Customer Relations Representative

Laboratory Technician 2

Laboratory Technician 3

Litter Control Officer

METROPOLITAN SEWER DISTRICT

Request from the Metropolitan Sewer District for the promotion without exam of Charles Becker from a Maintenance Crew Leader to a Supervisor of Maintenance

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the classification study submitted by the Human Resources Department. Mr. Becker meets the qualifications and is eligible for the reclassification.

Request from the Metropolitan Sewer District for the transfer and voluntary demotion of Brian Brooks from a Cement Finisher in the Public Services Department to a Wastewater Collections Inspector

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer and voluntary demotion.

Request from the Metropolitan Sewer District for the promotion without exam of Rachel Oscherwitz from a Plant Operator 2 w/Class 1 license to a Plant Operator 2 w/Class 2 license

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Ms. Oscherwitz has received her licensure.

WATER WORKS

Request from the Water Works Department for the exceptional appointment of Bruce Whitteberry as an Assistant Treatment Superintendent

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Whitteberry is qualified and the Commission previously approved this title for exceptional appointment.

COMMUNITY DEVELOPMENT

Request from the Department of Community Development for the promotion without exam of George Duesing from an Inspector Trainee to an Inspector 1

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Duesing has received his licensure.

CITY PLANNING AND BUILDINGS

Request from the City Planning and Buildings Department for the transfer and voluntary demotion of Melanie Jones-Gant from a Management Analyst in the Office of Budget and Evaluation to an Accounting Technician 3

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer and voluntary demotion.

EMERGENCY COMMUNICATIONS CENTER

Request from the Emergency Communications Center for the transfer and voluntary demotion of Reginald Staples from a Police Officer in the Police Department to an Assistant Operator and Dispatcher

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer and voluntary demotion as an ADA accommodation.

ENTERPRISE TECHNOLOGY SOLUTIONS

Request from Enterprise Technology Solutions for the exceptional appointment of David Beasley as a Computer Systems Analyst

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Beasley is qualified and the Commission previously approved this title for exceptional appointment.

RECREATION

Request from the Recreation Department for the promotion without exam of Lamont Norman from a Laborer to a Facility Maintenance Specialist

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact Mr. Norman is the only qualified and eligible employee in the employing unit.

Request from the Recreation Department for the temporary promotion of Joseph Schwind from a Senior Architect to a Supervising Architect

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact the temporary promotion is needed until the position can be filled permanently and Mr. Schwind meets the qualifications for the temporary promotion.

Request from the Recreation Department for the temporary promotion of Daniel Jones from a Senior Engineer to a Supervising Engineer

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact the temporary promotion is needed until the position can be filled permanently and Mr. Jones meets the qualifications for the temporary promotion.

Request from the Recreation Department for the temporary promotion of Jincey Yemaya, Lynn Melzer, Stephen Gerth, James Boyle, Alayne Kazin, Lois Finnell, and Timothy Heyl from Service Area Coordinators to Supervising Parks/Recreation Coordinator on a rotating basis

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact the temporary promotions are needed until the position can be filled permanently and they meet the qualifications for the temporary promotions.

HUMAN RESOURCES

TRANSFER IN LIEU OF LAYOFF

- Richard Lefken from the Health Department to the Metropolitan Sewer District as a Chemist
- Sheila Reed from the Health Department to the Fire Department as a Clerk Typist 3

DEMOTIONS in the Health Department IN LIEU OF LAYOFF

- Darlene Whittington from a Laboratory Technician 2 to a Litter Control Officer
- Vernell Moore from a Laboratory Technician 3 to a Litter Control Officer
- Karen O'Sullivan from a Litter Control Officer to a Customer Relations Representative
- Francene Fortney from a Litter Control Officer to a Customer Relations Representative
- Diane Rankin and Janet Hodgkin from a Laboratory Technician 2 to a Customer Relations Representative
- David Suer and Samantha Clay from a Laboratory Technician 2 to a Customer Relations Representative
- Mary Kramer, Millie Olds, and Armika Tatum from Laboratory Technician 2s to Sanitarians in Training

AGENDA ITEMS

Request from Kim Wubeler-Rientjes to have an alternate test date for the Motor Equipment Operator 1 promotional exam

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Ms. Webeler-Rientjes was off work due to medical leave.

Request from Michael Horton to appeal his rejection from the Water Works Maintenance Field Supervisor promotional exam

The staff recommended denial of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Horton does not meet the minimum qualifications.

Request from the Metropolitan Sewer District to remove Brian Super from the Wastewater Collection Pipelayer (Article XX) promotional eligible list

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Super does not have a valid Ohio Class A or B commercial driver's license.

Request from the Metropolitan Sewer District to add a Senior Environmental Safety Specialist position to their table of organization

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that the duties and responsibilities are consistent with the proposed title.

Request for approval of new and/or revised classification specifications:

- Supervising Parks/Recreation Coordinator (Recreation) – promotional
- Law Enforcement Instructor – open or promotional
- Assistant Fire Chief – open or promotional

Information Item

Request from the Recreation Department to use the exceptional appointment process to fill a vacant Supervising Engineer position. This item will be held for 45 days for questions or concerns.

Information Items from March 10, 2011

Request from the Health Department to use the exceptional appointment process to fill a Health Counseling Supervisor position.

Request from the Finance/ Income Tax Division and Water Works Department to use the exceptional appointment process to fill a Supervising Accountant position.

The above two items will be held for 45 days for questions or concerns.

Appeals to be scheduled:

Joseph Lee
James Roper
David Johnson
Augusta Steele
LaNita McDonald
Anthony Arnold
Charles Martin II
Alfred Brewster
Veno Mitchell
Joe Harrison Jr.
James Jackson
David Boggs
Timothy Ratcliff
Curtis Lindsey (Bd of Education)